Fort Monmouth Morale, Welfare and Recreation Delivery System Facilities and Outside Areas

	Facility/Area Physical Litross Certus		Da	te & T	ime <u></u> \ \	1av 7003
Facility	Outside Area					
Parking	Lot	Haz	ards	Mainte	enance	Comments
1.	Any slip, trip, or fall hazards (sharp corners)	Y		Y	\bigcirc	
	Pavement (cracks, pot holes, curb damage, striping)	Y	B	Y	\bigcirc	
	Sidewalks (cracks, heaves, H/C ramps & landing to code)	Y	N	Y Y	\bigcirc	
	Lighting (operational, adequate coverage, timers work)	Y	T		W)	
	Furnishings (trash cans, benches, bike rack)	Y		Y	\odot	
	Signage (directional, stop signs, H/C signs, 2' clearance)	Y		Y		
	Special conditions (Snow, ice road salt, broken glass)	Y	W	Y	\bigcirc	
Landsca					_	
	Vegetation (drive isles clear, clear zone/sightlines, pruning)	Y		Y	(N)	
	Planting beds (mulched, weed free, irrigated)	Y			N	weeks in flower bee
	Drainage systems (channels, culverts, inlets & pipes clear)	Y		Y	QQ	will have stoff
	Grass (level, drains, mechanical and chemical maintenance)	Y	W	Y	$\langle \mathcal{X} \rangle$	
5.	Misc. (railings, fences, bollards, gates, flag poles, garbage receptacles)	Y	(N)	Y	(N)	
	/ Inside Area					
	geeping Areas					
	Custodial (mops, brooms, equip. stored properly)	Y	N	Y	$\wedge \mathfrak{D}$	
	Chemicals labeled, sorted	Ŷ		Ŷ	AD .	
	Caution & Wet Floor signs (available for use)	Ÿ	RD.	Ÿ	A	
Kitcher		•	٠.	-	\mathcal{O}	
1.	Appliances (clean, operational)	Y	N	Y	$\widehat{\mathbb{Q}}$	
	Storage (orderly, chemicals not stored near food)	Ÿ	N	Y	$\langle \hat{N} \rangle$	
	Cabinets (secured, nothing can fall out, top storage)	Y	N	Y		
4.	Sink and faucet (leaks, working property)	Y	N)	Y	$\langle \hat{N} \rangle$	
5.	Floors (clean, non-slip)	Y	B	Y	(\mathcal{L})	
6.	Fire Extinguisher (available and charged)	Y	N	Y	Ñ	
	purpose Rooms/Meeting Rooms					
1.	Windows (clean, blind cords secured, caulking, trim)	Y	N	Y	(M)	
2.	Signs (Max occupancy signs, exits)	Y	N	Y	₩	
3.	Equipment (TV & VCR functioning, labeled, secure)	Y	Ň	Y	N	NA
4.	Storage (carts functioning, storage clean & orderly)	Y	Ø	Y		
5.	Misc. (phones, screens, tables easel)	Y	N	Y	$\langle N \rangle$	
Person	al Protective Equipment					
	Eyewash (working, user instructions)	Y	N	Y	N	NA
	First Aid kit (bandages, compresses, latex gloves)	Y	N	Y	\mathbf{Q}	
3.	Goggles, gloves, pocket masks, respirators	Y	N	Y	N	
4.	Exposure control kit	Y	N	Y	\widetilde{N}	AN

	TT. 1 . 14.1.	
Emergency Preparedness	Hazards Maintenance Y N Y	Comments
1. Fire Extinguishers (charged & inspected)	Y (N Y Q) Y (S) Y (A)	
2. Posted policies, procedures & report forms	Y W Y D	
3. Evacuation routes	Y Y	
4. Exit signs lit and visible	YTOY	
5. Emergency Exits (free and clear of debris)	Y (N) Y (N)	
6. Alarm system (checks, lights)	Y (N) Y (N)	
General Conditions	v & v &	
1. Any slip, trip, or fall hazards (sharp corners)	Y (N) Y (N)	
2. Flooring (loose tiles, carpet, tripping hazards)	Y N Y	
3. Walkways (obstructions, water, uneven surface)	Y X Y X	
4. Stairways (obstructions, treads, handrail)	Y (R) Y (N)	
5. Ceiling (loose ceiling tiles, water damage)	Y A Y A	
6. Lighting (switches, cords, sockets, safety plugs)	Y Y Y Y	
7. Doors (easy open, locks work)	Y TY Y TN	
Bathrooms		
1. Any slip, trip, or fall hazards (sharp corners)	Y (N Y N	
2. Sinks (chips, broken wall mount, pipe wrap)	Y N Y N	
3. Stalls (hinges, dispensers)	Y 🕦 Y 👰	
4. Commodes and urinals (valves, chips, partitions)	Y (N) Y (N)	
5. Ventilation	Y 🕦 Y 🐧	
6. Lighting	Y 🕦 Y 🕦	
7. Waste receptacles, soap & towel dispensers	Y NY Y (N)	
8. Showers	Y 🕦 Y 🐚	
9. Lockers, storage facilities	Y 🐧 Y 🛇	
10. Leaks, ponding on floor	Y (N) Y (N)	
Office		
1. Falling objects (file cabinets, overhead storage)	Y (N) Y (X)	
2. Work stations (secure furnishings, bookshelves)	Y (N) Y (N)	
3. Hallways (obstructions, Fire Code clearance)	Y 🐧 Y 📢	
4. Clocks	Y 🤊 Y 🔯	
5. Water fountains	Y 🐧 Y 👰	
6. Furnishings (in good operation condition)	ү 🐧 ү 🐧	
7. Electrical appliances (microwaves, ovens, fridge)	Y 🕅 Y 🐧	
Miscellaneous Equipment	_	
1. Battery Chargers	Y N Y N	ALA
2. Generators	Y N Y N	NA
		•

Safety Inspector

Charles Described
Recreation Representative

Fort Monmouth Morale, Welfare and Recreation Delivery System Facilities and Outside Areas

	Facility/Area Tickets N. Teors	Date & Time_	May 2003
Facility	Outside Area	_1	
Parking	Lot	Hazards Maintenance	Comments
1.	Any slip, trip, or fall hazards (sharp corners)	$Y \bigcirc Y \bigcirc Y$	
	Pavement (cracks, pot holes, curb damage, striping)	Y N Y N	
	Sidewalks (cracks, heaves, H/C ramps & landing to code)	Y 🔇 Y 🔇	
	Lighting (operational, adequate coverage, timers work)	Y N Y N	
	Furnishings (trash cans, benches, bike rack)	Y 🐧 Y 🐧	
	Signage (directional, stop signs, H/C signs, 2' clearance)	Y (N) Y (N)	
	Special conditions (Snow, ice road salt, broken glass)	Y 🕦 Y 🚯	
Landsca	•		
1.	Vegetation (drive isles clear, clear zone/sightlines, pruning)	Y (V) Y (Q)	
	Planting beds (mulched, weed free, irrigated)	Y N Y N	
	Drainage systems (channels, culverts, inlets & pipes clear)	Y AP Y (N)	
	Grass (level, drains, mechanical and chemical maintenance)	Y 🔯 Y 🐧	
5.	Misc. (railings, fences, bollards, gates, flag poles, garbage	YN YN	
	receptacles)	_	
	/ Inside Area		
	reeping Areas	v 60 v 60	
	Custodial (mops, brooms, equip. stored properly)	Y N Y N	
		Y D Y D	
3. Kitcher	Caution & Wet Floor signs (available for use)	Y M Y M	
		v Gi v &	
	Appliances (clean, operational)	Y (V) Y (V)	
	Storage (orderly, chemicals not stored near food)	Y 🕦 . Y 🕷	
	Cabinets (secured, nothing can fall out, top storage)	Y Ø Y Ø	
	Sink and faucet (leaks, working property)	Y ON Y ON Y ON Y ON	
	Floors (clean, non-slip)	· ·	
	Fire Extinguisher (available and charged)	Y N Y N	
-	purpose Rooms/Meeting Rooms	v 6	>
	Windows (clean, blind cords secured, caulking, trim)	Y N Y N	
2.	Signs (Max occupancy signs, exits)	YNYY	
	Equipment (TV & VCR functioning, labeled, secure)	Y DY Y D	
	Storage (carts functioning, storage clean & orderly)	$Y \bigcirc Y $ $Y \bigcirc Y$	
5.	Misc. (phones, screens, tables easel)	Y D Y Q	
	al Protective Equipment	T7	. 1 A
1.	Eyewash (working, user instructions)	Y N Y N	44
2.	First Aid kit (bandages, compresses, latex gloves)	Y (N) Y (N)	
3.	Goggles, gloves, pocket masks, respirators	Y 🚳 Y 🚳	
4.	Exposure control kit	Y N Y N	M

Emergency Preparedness 1. Fire Extinguishers (charged & inspected) 2. Posted policies, procedures & report forms 3. Evacuation routes 4. Exit signs lit and visible 5. Emergency Exits (free and clear of debris) 6. Alarm system (checks, lights) General Conditions 1. Any slip, trip, or fall hazards (sharp corners)	Hazards Maintenance Y	Comments
 Flooring (loose tiles, carpet, tripping hazards) Walkways (obstructions, water, uneven surface) 	Y 🚺 Y 🕅	
 Stairways (obstructions, treads, handrail) Ceiling (loose ceiling tiles, water damage) Lighting (switches, cords, sockets, safety plugs) 	Y N Y N Y D Y D Y D Y D	
7. Doors (easy open, locks work)	Y 🐧 Y 🕥	
Bathrooms 1. Any slip, trip, or fall hazards (sharp corners) 2. Sinks (chips, broken wall mount, pipe wrap) 3. Stalls (hinges, dispensers) 4. Commodes and urinals (valves, chips, partitions) 5. Ventilation 6. Lighting 7. Waste receptacles, soap & towel dispensers 8. Showers 9. Lockers, storage facilities 10. Leaks, ponding on floor	Y N Y N Y N Y N Y N Y N Y N Y N Y N	AAA NA
Office 1. Falling objects (file cabinets, overhead storage) 2. Work stations (secure furnishings, bookshelves) 3. Hallways (obstructions, Fire Code clearance) 4. Clocks 5. Water fountains 6. Furnishings (in good operation condition) 7. Electrical appliances (microwaves, ovens, fridge) Miscellaneous Equipment 1. Battery Chargers 2. Generators	Y O Y O Y O Y O Y O Y O Y O Y O Y O Y O	MA
		\sim

Safety Inspector

Recreation Representative

Fort Monmouth Morale, Welfare and Recreation Delivery System Facilities and Outside Areas

Facility/Area And Craft Swo	Date & Time May 2003
Facility Outside Area	
Parking Lot	Hazards Maintenance Comments
1. Any slip, trip, or fall hazards (sharp corners)	Y (N) Y (N)
2. Pavement (cracks, pot holes, curb damage, striping)	Y (N) Y (N)
3. Sidewalks (cracks, heaves, H/C ramps & landing to code)	Y X Y X Y X Y X Y X Y X Y X Y X Y X Y X
4. Lighting (operational, adequate coverage, timers work)	
5. Furnishings (trash cans, benches, bike rack)	Y 🖎 Y 🕦
6. Signage (directional, stop signs, H/C signs, 2' clearance)	Y () Y ()
7. Special conditions (Snow, ice road salt, broken glass)	Y (N) Y (N)
Landscape	* C
1. Vegetation (drive isles clear, clear zone/sightlines, pruning)	Y (N) Y (N)
2. Planting beds (mulched, weed free, irrigated)	Y N Y N MA
3. Drainage systems (channels, culverts, inlets & pipes clear)	Y 🐧 Y 🐧
4. Grass (level, drains, mechanical and chemical maintenance)	Y N Y N N N N N N N N N N N N N N N N N
 Misc. (railings, fences, bollards, gates, flag poles, garbage receptacles) 	Y 🔗 Y 🔊
Facility Inside Area	
Housekeeping Areas	
1. Custodial (mops, brooms, equip. stored properly)	Y ROY OD
2. Chemicals labeled, sorted	Y XX Y XX =
3. Caution & Wet Floor signs (available for use)	Y /N Y /N
Kitchen	0 0
1. Appliances (clean, operational)	Y 🕥 Y 🕲
2. Storage (orderly, chemicals not stored near food)	Y 🔊 Y 🐧
3. Cabinets (secured, nothing can fall out, top storage)	Y (N) Y (N)
4. Sink and faucet (leaks, working property)	Y 🐧 Y 🦓
5. Floors (clean, non-slip)	Y (N) Y (Q)
6. Fire Extinguisher (available and charged)	Y (N) Y (D)
Multi-purpose Rooms/Meeting Rooms	
1. Windows (clean, blind cords secured, caulking, trim)	Y (N) Y (N)
2. Signs (Max occupancy signs, exits)	Y 🐧 Y 🕦
3. Equipment (TV & VCR functioning, labeled, secure)	Y 💇 Y 🐠
4. Storage (carts functioning, storage clean & orderly)	Y 🐠 Y 🚳
5. Misc. (phones, screens, tables easel)	Y 🐧 Y 🐧
Personal Protective Equipment	_
1. Eyewash (working, user instructions)	Y 🔊 Y 🔯
2. First Aid kit (bandages, compresses, latex gloves)	Y (N) Y (Q)
3. Goggles, gloves, pocket masks, respirators	Y 🐧 Y 🚳
4. Exposure control kit	Y (N) Y (N) Y

	W. J. W.
Emergency Preparedness	Hazards Maintenance Comments Y Y N
1. Fire Extinguishers (charged & inspected)	
2. Posted policies, procedures & report forms	Y 🔊 Y 🚳
3. Evacuation routes	Y Ø Y Ø
4. Exit signs lit and visible	Y 🚳 Y 🚳
5. Emergency Exits (free and clear of debris)	Y X Y X
6. Alarm system (checks, lights)	Y W Y CD
General Conditions	
1. Any slip, trip, or fall hazards (sharp corners)	Y 👰 Y 👰
2. Flooring (loose tiles, carpet, tripping hazards)	Y 🔊 Y 🚳
3. Walkways (obstructions, water, uneven surface)	Y 🕭 Y 🕲
4. Stairways (obstructions, treads, handrail)	Y N Y N A
5. Ceiling (loose ceiling tiles, water damage)	Y 🐧 Y 🐧
6. Lighting (switches, cords, sockets, safety plugs)	Y 🔊 Y 🗑
7. Doors (easy open, locks work)	Y N Y N
Bathrooms	_
1. Any slip, trip, or fall hazards (sharp corners)	Y 🚳 Y 🚳
2. Sinks (chips, broken wall mount, pipe wrap)	Y 🚳 Y 🐧
3. Stalls (hinges, dispensers)	Y (N) Y (N)
4. Commodes and urinals (valves, chips, partitions)	Y N Y
5. Ventilation	Y
6. Lighting	Y Ø Y Ø
7. Waste receptacles, soap & towel dispensers	Y (N Y (D)
8. Showers	Y N Y N AA
9. Lockers, storage facilities	Y ØD Y ØD
10. Leaks, ponding on floor	Y Ø Y Ø
Office	
1. Falling objects (file cabinets, overhead storage)	Y 🖎 Y 🗭
2. Work stations (secure furnishings, bookshelves)	
· · · · · · · · · · · · · · · · · · ·	Y Ø Y Ø
3. Hallways (obstructions, Fire Code clearance)4. Clocks	Y Ø Y Ø
	Y 🔊 Y 🐧
	Y Ø Y Ø Y Ø Y Ø Y Ø Y Ø
6. Furnishings (in good operation condition)	Y N Y N
7. Electrical appliances (microwaves, ovens, fridge)	
Miscellaneous Equipment	Y 🚳 Y 🐿
1. Battery Chargers	Y Ø Y Ø
2. Generators	
hel Lougens	Hand That
	Paratian Paratian
Safety Inspector	Recreation Representative

Safety Inspector